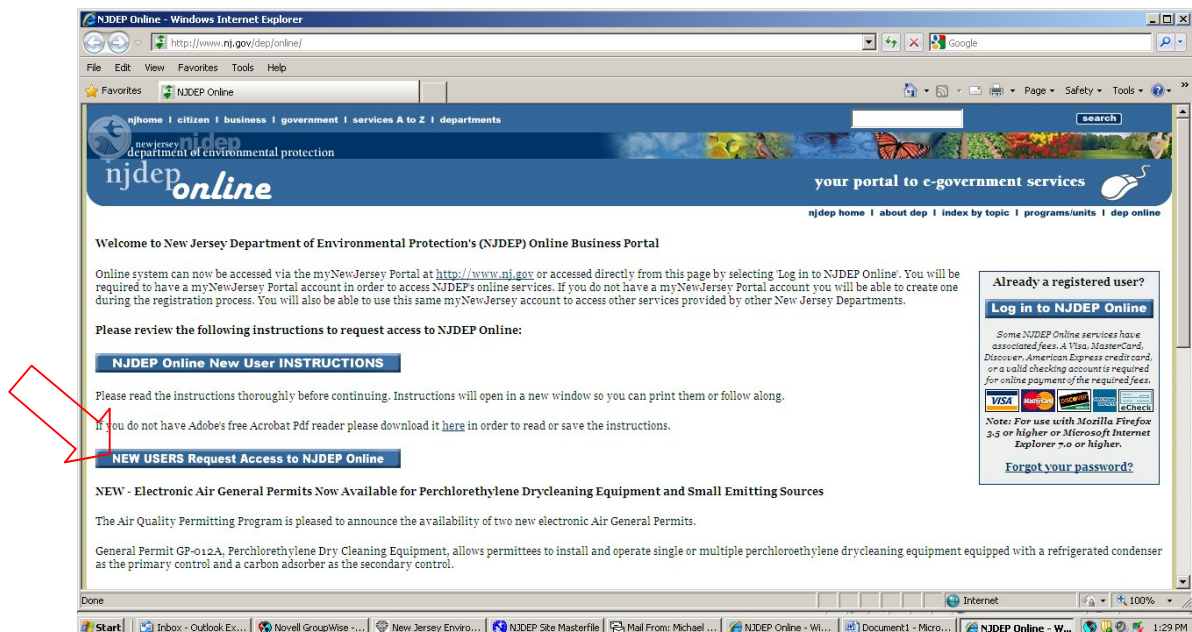


## Online Registration Renewal

On June 30<sup>th</sup> 2011 the currently issued solid and hazardous waste decals will expire. Beginning on April 1<sup>st</sup> 2011 you will be able to renew and pay for new decals through an online system. This should expedite processing time and eliminate the need to mail in a renewal package and associated documentation. As part of this online renewal you can also obtain decals for additional containers. However other new equipment (Cabs, Single Unit Vehicles and Trailers) will still require submission of an Add-on Form and associated documentation which can be obtained at the link below:

<http://www.nj.gov/dep/dshw/hwr/regislic/lru.htm>

In order to complete your renewal online you must first create a NJDEP online account. To do so go to the website <http://www.nj.gov/dep/online/> and then **click** the link for “New Users Request Access to NJDEP Online”



Enter a **Log On ID, Password, First Name, Last Name, Security Question and Security Question Answer, Contact Name, Organization and E-Mail Address** and then click **“Create this MyNewJersey Account and Link NJDEP Online To It.”**

Step 2: Link NJDEP Online to Your myNewJersey Account - Windows Internet Explorer

https://portal01.state.nj.us/portal20.sa.state.nj.us:8080/signup/NJLoginLinked?oid=kyoTRipR5YLoV16UEmInwhTgE8G346RQQP1G3g833qvIRf3nAr

File Edit View Favorites Tools Help

Step 2: Link NJDEP Online to Your myNewJersey Account

1. Request access to NJDEP Online 2. Link Your NJDEP Online service to your myNewJersey account 3. Use NJDEP Online

Use this page to tell us about your myNewJersey account by picking one of the three choices below.

A. I already have a myNewJersey account. Link it to my NJDEP Online information:

My Log On ID is  and my password is

B. I don't have a myNewJersey account yet. I'll create a new one now and link it to my NJDEP Online information:

Pick a Log On ID  If you forget your password later, we'll ask you the following question. If you answer it correctly, we'll send a new password to your email address.

Pick a password  Question you want us to ask

Retype your password  Your answer

First name  Email address

Last name  Retype your email address

\* All items in B are required if you're creating a new account. Your name and email address are filled in based on Step 1, but ignore them and use choice A instead if you already have a myNewJersey account.

Use choice C below if you can't remember your Log On ID - please don't create another new account.

Review your information and be sure it's correct before you click the Create Account button.

C. I already have a myNewJersey account but I can't remember what it is.

Please use the [Contact Form](#) to tell us your name and email address and a myNewJersey team member will contact you during normal business hours to help. Then you'll need to start over at step 1.

Internet 100%

Start | Inbox - Outlook Express | Novell GroupWise - Sent ... | How To Manual - Renew ... | Step 2: Link NJDEP On... | 8:40 AM

The information you entered when creating the account will be displayed. You must now also enter at least one contact number. To do so **click** on the link for “**Add Contact Number.**” Enter phone number type and number and then **click** **Save.** If desired enter your address – otherwise **click** **Continue.**

**CONTACT NUMBERS**

Note: At least one contact number is required.  
You do not have any contact numbers. Click 'Add Contact Number' to add one.

[Add Contact Number](#) [Continue](#) [Clear](#)

**ADD CONTACT NUMBER**

Note: Contact number must be entered without dashes. Ex: 6092922082

\*Contact # Type: Work Phone Number  
\*Contact Number: 6092926305  
Extension:  
Comments:

[Save](#) [Cancel](#)

**CONTACT INFORMATION**

1 - Add Contact Info  
2 - Request Certification PIN  
3 - View Facilities

\*First Name: Michael  
Middle Initial:  
\*Last Name: Gage  
Title:  
\*E-Mail Address: michael.gage@dep.state.nj.us  
\*Confirm E-Mail: michael.gage@dep.state.nj.us  
Organization Name:  
Organization Type:

Address Line 1: 9 Ewing Street  
Address Line 2:  
Address Line 3:  
City: Trenton (Mercer)  
State: New Jersey  
Zip: 08625

**CONTACT NUMBERS**

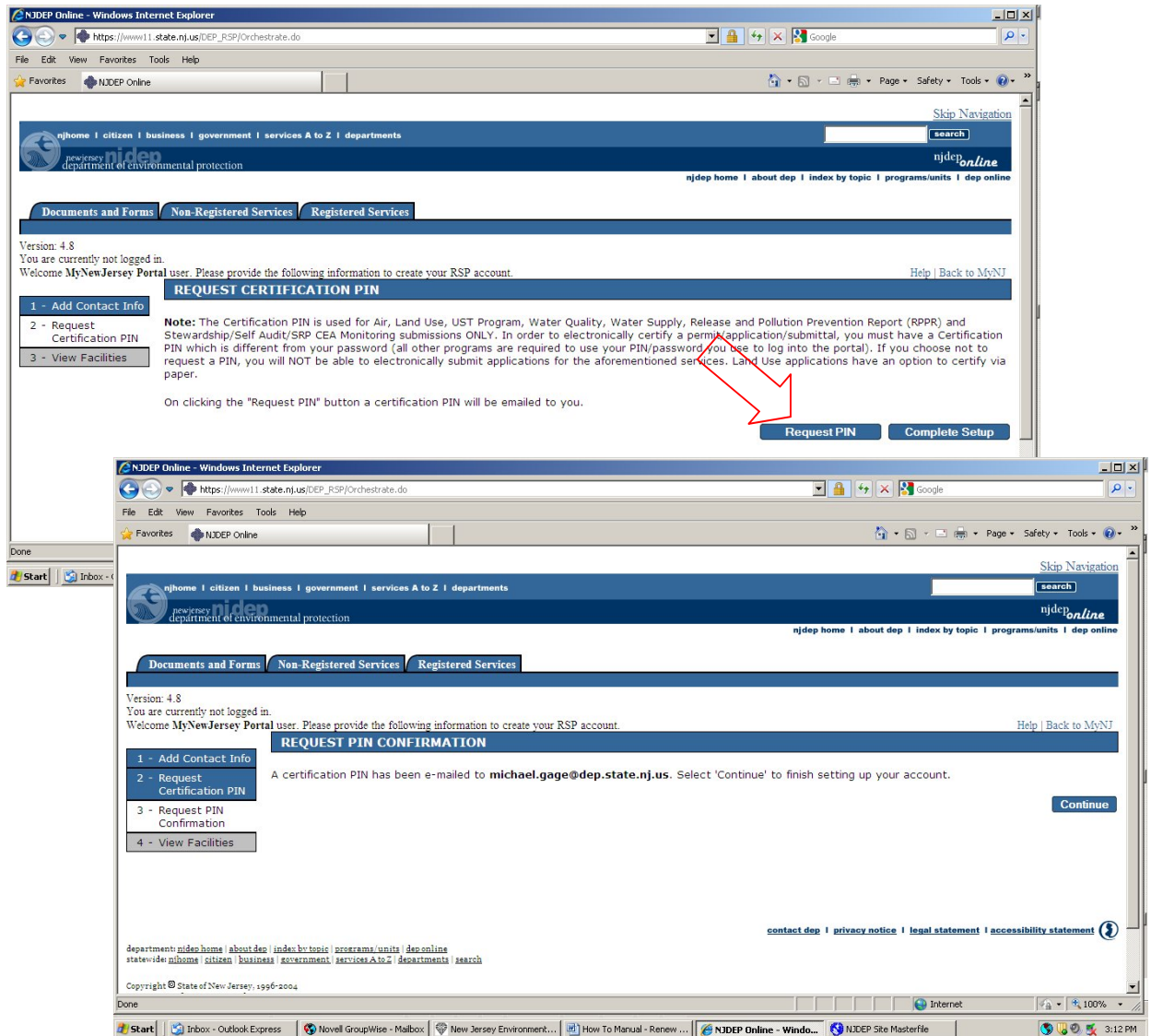
Note: At least one contact number is required.

Phone Number	Type	Remove	Edit
6092926305	Work Phone Number	<a href="#">X</a>	<a href="#">Edit</a>

Clicking a column title will sort the table by that column.

[Add Contact Number](#) [Continue](#) [Clear](#)

Next you will receive a message regarding the need for a certification PIN. Click **“Request PIN”**. You will receive a message that a certification PIN was e-mailed to the e-mail address used when your account was created. Click **Continue**.



**Click** on the tab for “My Workspace.” **Click** on the link for “Add Facilities.” You will be given four choices on how to locate your facility. **Click** the radio button for “Retrieve only those facilities that match the search criteria”. Enter your Program Interest Number – it will be identified in the letter you received regarding the online registration renewal in the filed for **Facility ID** and **Click Search**.

The screenshot shows the NJDEP Online web application running in a Windows Internet Explorer browser. The address bar displays the URL: [https://www1.state.nj.us/DEP\\_RSP/Orchestrate.do](https://www1.state.nj.us/DEP_RSP/Orchestrate.do). The page features a navigation bar with tabs: My Workspace, User Profile, Certifications, Payments, Documents and Forms, and Permit Folder. Below this, a sub-navigation bar includes links like Edit Personal Info, Request Cert PIN, Edit Facility Selection, Favorite Contacts, and Security Administration. The main content area is titled "FACILITY SEARCH" and includes a sidebar with steps: "1 - Specify Search Criteria" and "2 - Select Facilities". A "Please Note" box in the sidebar states: "You may click on a previously visited page (above) to navigate back to that screen." The search section prompts the user to "Pick the search you want to perform:" with four radio button options. The first option, "Retrieve only those facilities that match the search criteria", is selected. Other options include "Retrieve the sites and all of the site's facilities that match the search criteria", "Retrieve NJPDES Permit Numbers", and "Retrieve the facilities that are associated with an Alternate ID". Below this is an "(Optional) Select NJDEP Program:" dropdown menu. The user is prompted to "Enter either a Facility ID or a Facility Name:" with input fields for "Facility ID:" (containing "521734") and "Facility Name:". A note at the bottom states: "\* For NJPDES Facilities Use The NJPDES Permit Number". "Search" and "Cancel" buttons are at the bottom right. The browser's taskbar at the bottom shows several open applications, including Outlook Express, New Jersey Environment..., Welcome to DEPNet..., How To Manual - Ren..., and NJDEP Online - Windo... The system clock shows 11:18 AM.

NJDEP Online - Windows Internet Explorer

https://www1.state.nj.us/DEP\_RSP/Orchestrate.do

File Edit View Favorites Tools Help

My Workspace User Profile Certifications Payments Documents and Forms Permit Folder

Edit Personal Info Request Cert PIN Edit Facility Selection Favorite Contacts Security Administration

Version: 4.10  
Currently logged in: Michael Gage (BIRDS-OR-SHELLS) Help Logout

**FACILITY SEARCH**

1 - Specify Search Criteria

2 - Select Facilities

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

**Pick the search you want to perform:**

☒ Retrieve only those facilities that match the search criteria

☐ Retrieve the sites and all of the site's facilities that match the search criteria

☐ Retrieve NJPDES Permit Numbers

☐ Retrieve the facilities that are associated with an Alternate ID

(Optional) Select NJDEP Program: [v]

Enter either a Facility ID or a Facility Name:

Facility ID: 521734

Facility Name: [ ]

\* For NJPDES Facilities Use The NJPDES Permit Number

Search Cancel



The **Facility Search Results** should list your company. Click the box to the left of your company name – a green check box should then appear. **Click** the button for “**Add Selected Facilities.**”

**Facility Search Results**

	Facility	Facility ID	Program	Program Interest	County	Municipality
<input type="checkbox"/>	PREMIER DISPOSAL, INC	521734	Solid Waste	SOLID WASTE TRANSPORTER	Mercer	Ewing Twp

Clicking a column title will sort the table by that column.

[Clear/Check All](#) [Add Selected Facilities](#) [Cancel](#)

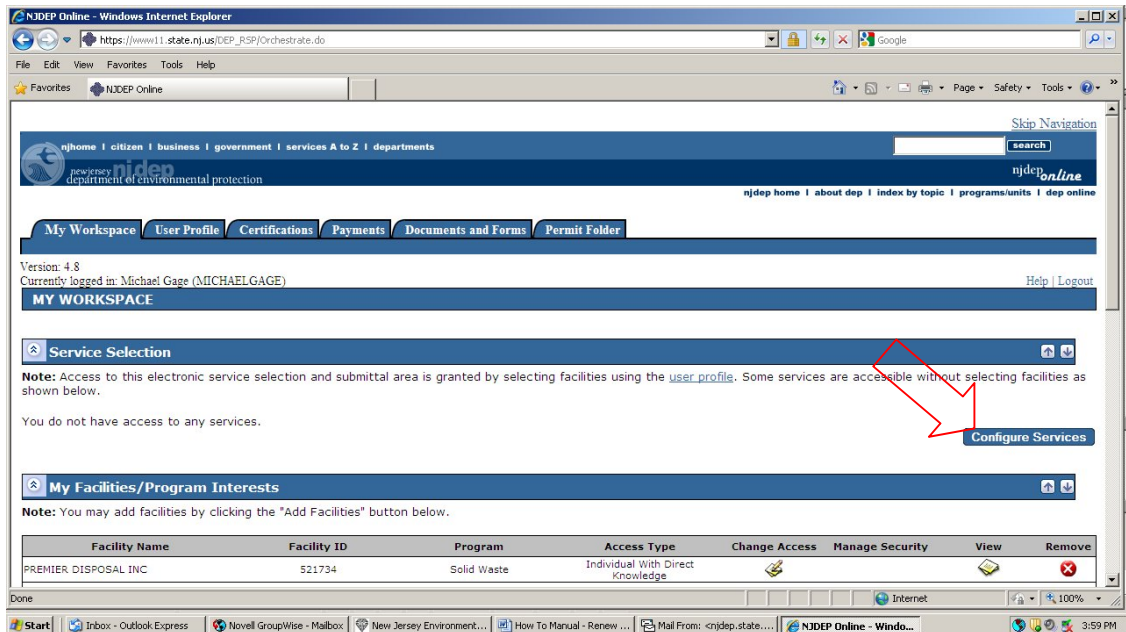
**Facility Search Results**

	Facility	Facility ID	Program	Program Interest	County	Municipality
<input checked="" type="checkbox"/>	PREMIER DISPOSAL, INC	521734	Solid Waste	SOLID WASTE TRANSPORTER	Mercer	Ewing Twp

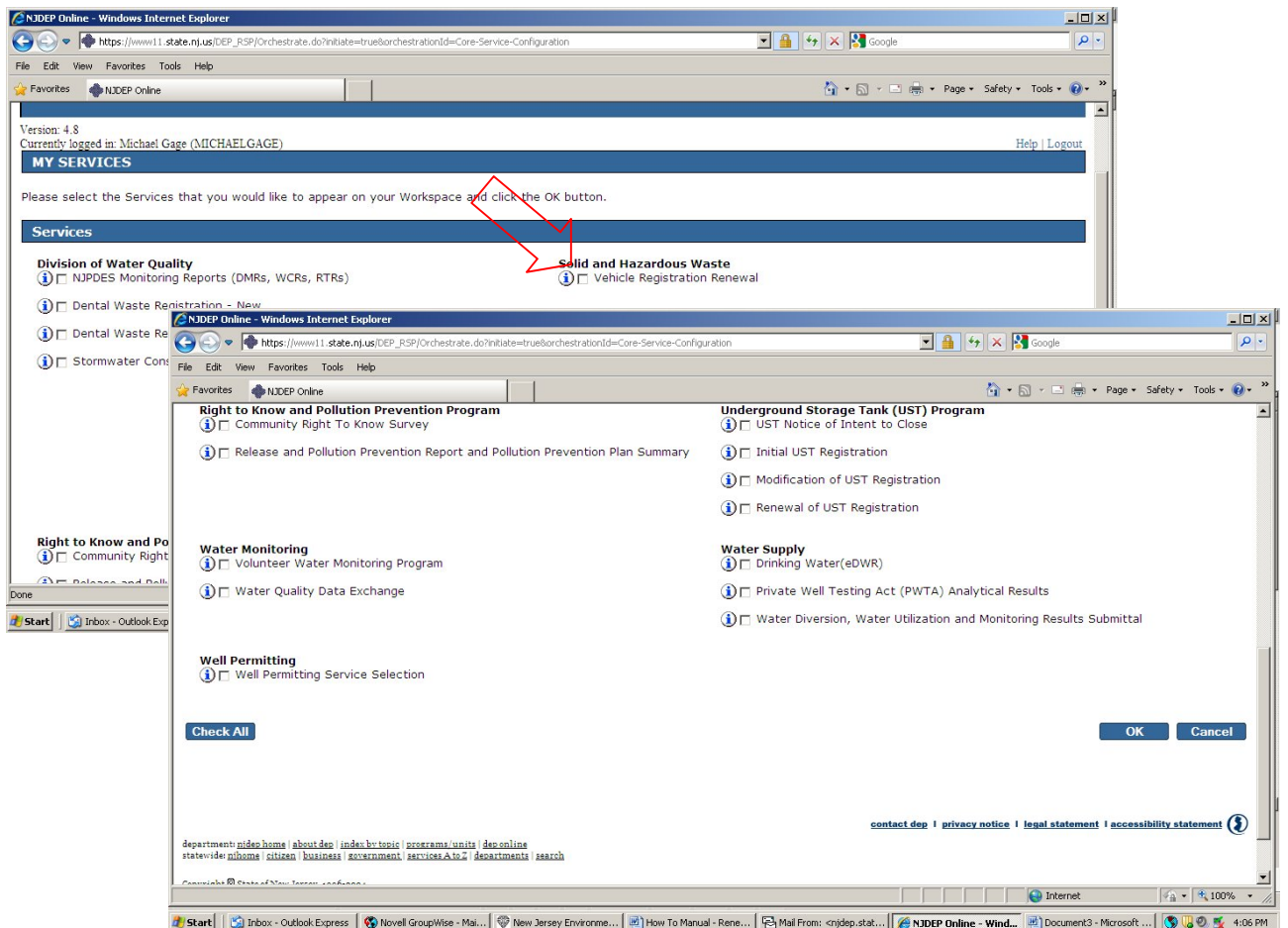
Clicking a column title will sort the table by that column.

[Clear/Check All](#) [Add Selected Facilities](#) [Cancel](#)

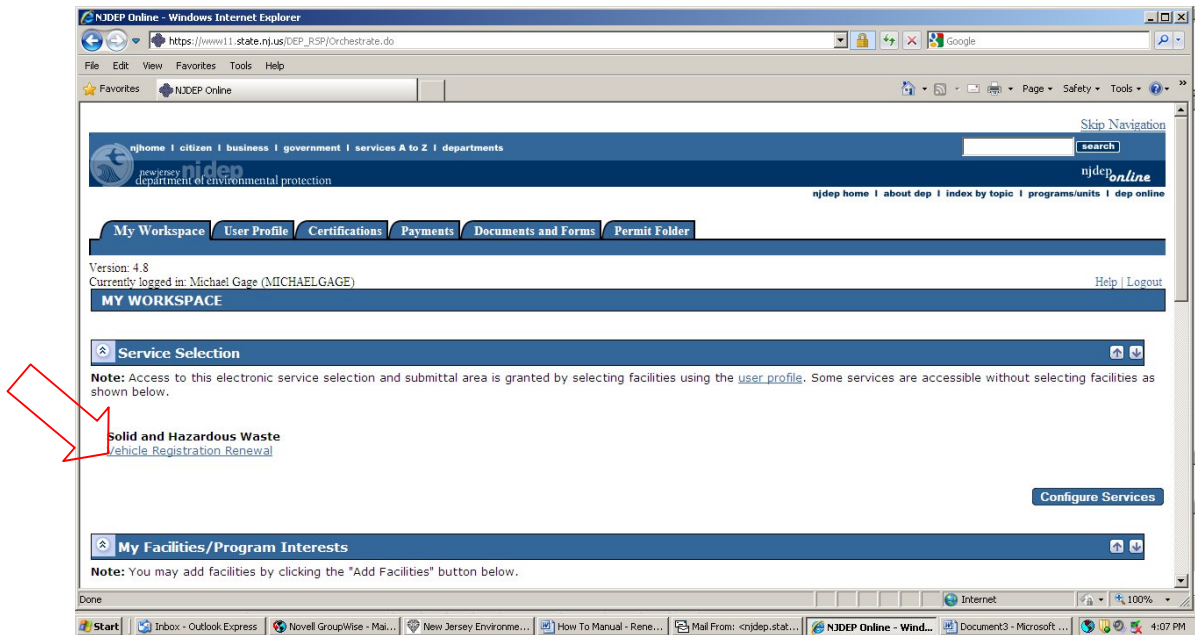
You will be returned to the My Workspace and the facility you selected will be listed under the section for My Facilities/Program Interests. You can repeat this process if you are responsible for more than one facility. **Click** on the button for “**Configure Services.**”



You will be offered various services among which are “**Vehicle Registration Renewal**”. **Click** on this radio button and then click “**OK**” at the bottom of the screen.



You will be returned to My Workspace and the service of “**Vehicle Registration Renewal**” will now be displayed. **Click** on this link to begin your registration renewal.





You will receive a message explaining that you will be able renew the decals for previously registered equipment and to remove any equipment that is no longer in service. You are also informed that you may not add equipment through this service, except for containers. In order to add equipment other than containers, please complete the appropriate add-on form available for download at <http://www.nj.gov/dep/dshw/hwr/regislic/lru.htm> and submit with all required information directly to NJDEP. **Click “Continue.”**

**APPLICATION PROCESS**

This system will allow you to renew the decals for previously registered equipment and to remove any equipment that is no longer in service.

You **MAY NOT ADD EQUIPMENT** through this service, **EXCEPT for containers**. In order to add equipment other than containers, please complete the appropriate add-on form available for download at <http://www.nj.gov/dep/dshw/hwr/regislic/lru.htm> and submit with all required information directly to NJDEP.

The NJDEP will no longer accept payment for renewals, add-ons or replacement decals or cab cards - **ALL** payments must be sent to the Department of Treasury. Once payment has been received and posted to the NJDEP data system (NJEMS), decals will be issued.

You will be able to pay for your decals online using either a credit card or e-check or have an invoice sent to you for payment by mail.

**Continue**

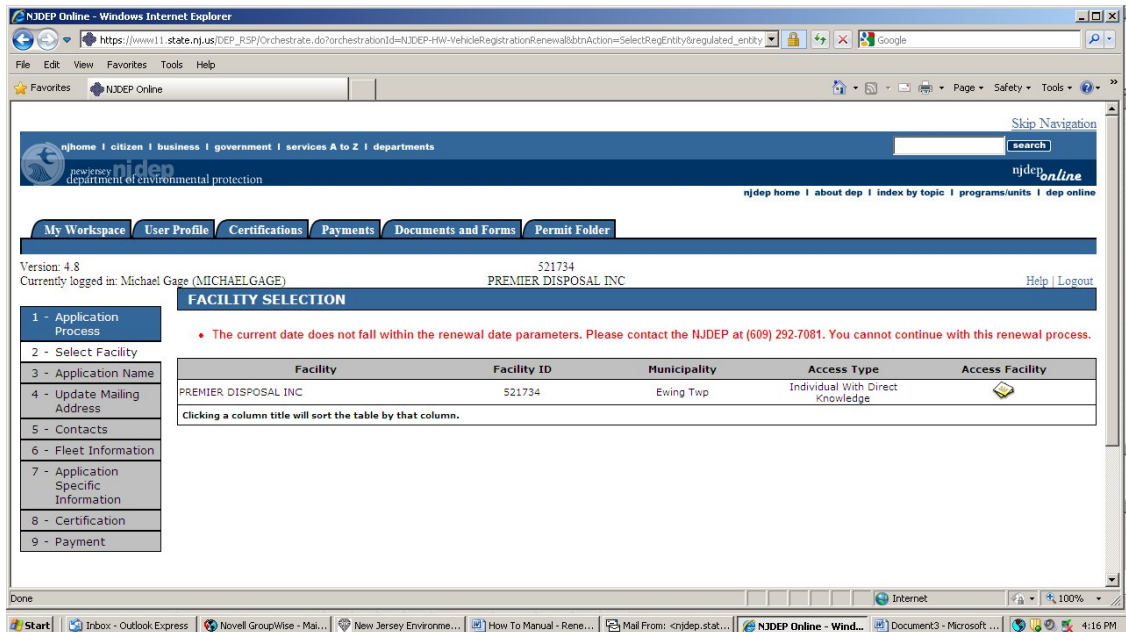
You will be provided a listing of companies for which you can complete the Vehicle Registration Renewal. **Click** the “**Access Facility**” button for the appropriate facility.

**FACILITY SELECTION**

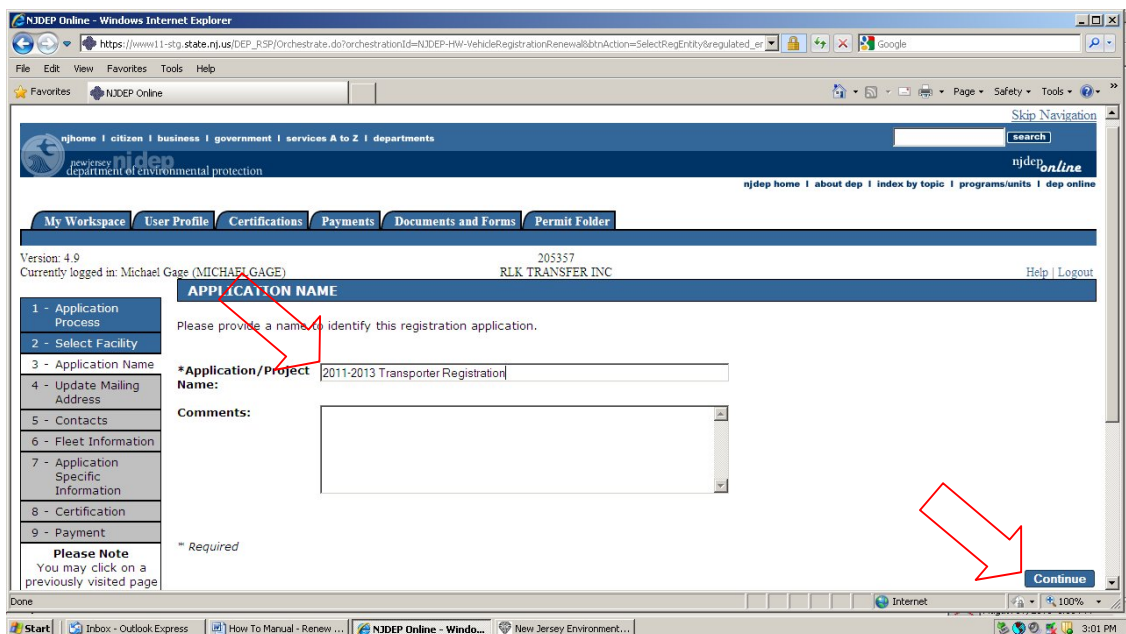
Facility	Facility ID	Municipality	Access Type	Access Facility
FREEHOLD CARTAGE INC	135696	Freehold Twp	Individual With Direct Knowledge	
GREEN HORNET DEMOLITION LLC	213037	Nutley Twp	Individual With Direct Knowledge	
RLK TRANSFER INC	205357	Out Of State	Individual With Direct Knowledge	

Clicking a column title will sort the table by that column.

If you attempt to renew prior to March 1<sup>st</sup> you will receive an error message stating “**The current date does not fall within the renewal date parameters. Please contact the NJDEP at (609) 292-7081. You cannot continue with this renewal process.**”



Enter a name for the project such as “2011-2013 Transporter Registration” and then **click Continue**.



Review the mailing address information and update as needed and then **click Continue**.

**NJDEP Online - Windows Internet Explorer**  
https://www11-stg.state.nj.us/DEP\_RSP/Orchestrate.do

File Edit View Favorites Tools Help

☆ Favorites NJDEP Online

njdep home | about dep | index by topic | programs/units | dep online

**My Workspace** | **User Profile** | **Certifications** | **Payments** | **Documents and Forms** | **Permit Folder**

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357  
RLK TRANSFER INC Help | Logout

**UPDATE MAILING ADDRESS**

1 - Application Process  
2 - Select Facility  
3 - Application Name  
4 - Update Mailing Address  
5 - Contacts  
6 - Fleet Information  
7 - Application Specific Information  
8 - Certification  
9 - Payment

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

If you have physically moved, please contact the department at (609) 292-7081. Download the address change form from: [NJDEP Waste Management Forms](#).

This is the address to which your decals will be mailed. If the information listed is incorrect you must enter correct mailing address information. Once completed, click Continue.

**Facility ID:** 205357  
**Facility Name:** RLK TRANSFER INC  
**County:** Out Of State  
**Facility Location:** 41738 ESTERLY DR  
COLUMBIANA, OH 44413  
**Mailing Address:** PO BOX 60  
COLUMBIANA, OH 44413

**New Mailing Address**

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

If all information is correct, please click on the Continue button.

**\*Address:** PO BOX 60  
  
  
**\*County:** Out Of State  
  
**\*City:** COLUMBIANA  
  
**\*State:** Ohio  
  
**\*Zip Code:** 44413

\* Required

**Continue** **Clear**

contact dep | privacy notice | legal statement | accessibility statement

Done

Start | Inbox - Outlook Exp | How To Manual - Renew ... | NJDEP Online - Windo... | New Jersey Environm...

Internet 100% 3:02 PM

Select the “General Contact” using the drop-down field. In most cases this will be the name listed below “**My Profile Information.**” Once this name is selected the information will be displayed in the various data fields. **Click** the box for **Save to My Favorite Contacts** then click **Continue.**

NJDEP Online - Windows Internet Explorer

https://www11-stg.state.nj.us/DEP\_RSP/Orchestrate.do

File Edit View Favorites Tools Help

Search

home | citizen | business | government | services A to Z | departments

njdep home | about dep | index by topic | programs/units | dep online

My Workspace | User Profile | **Certifications** | Payments | Documents and Forms | Permit Folder

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357 RLK TRANSFER INC Help | Logout

**Contacts**

1 - Application Process  
2 - Select Facility  
3 - Application Name  
4 - Update Mailing Address  
5 - **Contacts**  
6 - Fleet Information  
7 - Application Specific Information  
8 - Certification  
9 - Payment

**1. General Contact**

Note: Selecting an option below will replace all information for this contact.

Insert From Existing Contact(s)...

Insert From Existing Contact(s)...

MY PROFILE INFORMATION  
Michael Gage  
MY FAVORITE CONTACTS  
Michael Gage (General Contact)  
MY SERVICE CONTACTS

Address Line 1:  
Address Line 2:  
Address Line 3:  
County:  
City:

☐ Save to My Favorite Contacts

NJDEP Online - Windows Internet Explorer

https://www11-stg.state.nj.us/DEP\_RSP/Orchestrate.do

File Edit View Favorites Tools Help

Search

home | citizen | business | government | services A to Z | departments

njdep home | about dep | index by topic | programs/units | dep online

My Workspace | User Profile | Certifications | Payments | Documents and Forms | Permit Folder

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357 RLK TRANSFER INC Help | Logout

**9 - Payment**

Please Note  
You may click on a previously visited page (above) to navigate back to that screen.

Profile Information:  
\*Last Name: Gage  
Title:  
\*E-Mail Address: michael.gage@dep.state.nj.us  
\*Confirm E-Mail: michael.gage@dep.state.nj.us  
Organization Name:  
Organization Type:

Address Line 2:  
Address Line 3:  
County:  
City:  
State: New Jersey  
Zip Code:

Type	Contact Number (must be 10 digits)	Extension	Comments	Remove
Work Phone Number	(609) 292-3860			

Add Number

\* Required

Note: Please enter contact information on ALL required tabs before clicking Continue.

Save Continue

department: njdep home | about dep | index by topic | programs/units | dep online  
statewide: njhome | citizen | business | government | services A to Z | departments | search

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The next screen will display the currently registered equipment. Enter the total number of containers you would like to renew – you can increase this number to add additional containers not previously registered. Click the box for **Remove** for any pieces of equipment you do not wish to renew. Be sure to review each page of equipment. They are arranged by equipment type (Cab, Single Unit Vehicle, then Trailer) and within each type by license plate number in alphabetic order. When all entries are completed **click Continue**.

**FLEET INFORMATION**

This screen displays a list of previously registered pieces of equipment that you may remove from your renewal application.

Only **CONTAINERS** can be **ADDED** from this screen.

To request decals for new vehicles/equipment, or to change the vehicle information listed below, you must complete the appropriate add-on form available for download at <http://www.nj.gov/dep/dshw/hur/regislic/ruv.htm> and submit with all required information directly to NJDEP.

Number of Containers Currently Registered: 0

\*Number of Containers to be Renewed:

Remove	VIN #	License #	State	Vehicle Type	Leased
<input type="checkbox"/>	1XKDD69K2J332392	AB18560	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K2J332392	AB22152	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K1YD504050	AB22153	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1FUYDDYB8KJ25823	AB22154	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1FUYDDYB8KJ25821	AB22156	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K4V427313	AB22157	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K3V468029	AB60070	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K2V437948	AB64360	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1FUPCXB1YLB54555	AB64418	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K7V399903	AB71940	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K3V444638	AF18559	PA	Cab	<input checked="" type="checkbox"/>
<input type="checkbox"/>	1XPDB69K3D55219	AF47873	PA	Cab	<input checked="" type="checkbox"/>

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.



The next screen will summarize how many containers are being removed or added and all other equipment that is being removed. If the information is correct **click Continue**. If there are errors **click Return** to correct such errors.

NJDEP Online - Windows Internet Explorer

https://www11-stg.state.nj.us/DEP\_RSP/Orchestrate.do

department of environmental protection

njdep home | about dep | index by topic | programs/units | dep online

My Workspace User Profile Certifications Payments Documents and Forms Permit Folder

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357 RLK TRANSFER INC Help | Logout

### FLEET CHANGE CONFIRMATION

This screen displays a list of previously registered pieces of equipment that you have chosen to REMOVE. If this is not correct please return to the previous screen.

**Requested Number of Containers to be Removed:** 0

**Requested Number of Containers to be Added:** 5

**Total Number of Containers to be Renewed:** 5

**Requested Pieces of Equipment to be Removed:**

VIN #	License #	State	Vehicle Type
1XP5DB9X1YD504050	AE32153	PA	Cab
1XP5DB9X3WN444638	AF18559	PA	Cab
1XP5DB9X4VN417313	AE32157	PA	Cab
1P9DA7U21RA053497	XW83003	PA	Trailer
1DW1A532XSS961508	TNM1982	OH	Trailer

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

**Return Continue**

The next screen is used to identify additional locations where vehicles are parked overnight other than that listed in the original transporter registration application. If there are no additional addresses **click Continue**.

**NJDEP Online - Windows Internet Explorer**  
Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357  
RLK TRANSFER INC Help | Logout

**APPLICATION SPECIFIC INFORMATION**  
Location where vehicles are parked overnight. Do not use PO Box Numbers.

**Overnight Address Where Vehicle(s) Can Be Inspected**  
If blank, the vehicle(s) can be inspected at the Facility Profile Address. If new location, please complete information below.  
There are currently no Terminal Addresses associated with this Regulated Entity.

**Additional Overnight Address Where Vehicle(s) Can Be Inspected**  
This section must be completed if vehicle(s) can be inspected at an address other than the Facility Profile Address.

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

**\*Address:**

**\*County:**

**\*City:**

**\*State:**

**\*Zip Code:**

**Save/Add New Address**

**Continue**

[contact dep](#) | [privacy notice](#) | [legal statement](#) | [accessibility statement](#)

department: [njdep home](#) | [about dep](#) | [index by topic](#) | [programs/units](#) | [dep online](#)  
statewide: [nj home](#) | [citizen](#) | [business](#) | [government](#) | [services A to Z](#) | [departments](#) | [search](#)

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Department of Environmental Protection  
P.O. Box 402  
Trenton, NJ 08646-0402  
Last Updated: June 24, 2004

If any of your equipment is leased you will be brought to a web page which notes:

At least one of the vehicles you have chosen to renew contains a lease. Therefore, the Lease Certification and Lease Agreement must be attached electronically to this submittal OR submitted to NJDEP by mail.

For mail submissions you must also include a copy of the SOLID AND HAZARDOUS WASTE VEHICLE RENEWAL SUMMARY which is provided at the completion of the online renewal. These documents should be mailed to the address below:

State of New Jersey Department of Environmental Protection  
Solid & Hazardous Waste Compliance & Enforcement  
Mail Code 09-01A  
P.O. Box 420,  
Trenton, NJ 08625-0420

You can upload the applicable forms and documentation by clicking **Browse** and going to the appropriate folder on your computer. Select the appropriate file and then click **Open**. Repeat until all of the needed files are listed. Enter a Attachment Name for each file such as Lease Agreement, Lease Certification, Motor Vehicle Registration, etc. Click **Upload**. Once the files are uploaded they will be displayed at the bottom of the screen. **Click Continue**.

The screenshot displays the NJDEP Online application interface within a Windows Internet Explorer browser. The address bar shows the URL: [https://www1.state.nj.us/DEP\\_RSP/Orchestrade.do](https://www1.state.nj.us/DEP_RSP/Orchestrade.do). The interface includes a sidebar with navigation links: Fleet Information, Application Specific Information, Attachment Upload, Certification, and Payment. The main content area displays instructions for uploading attachments, stating that at least one of the vehicles being renewed contains a lease, and that the Lease Certification and Lease Agreement must be attached electronically or submitted by mail. It also provides the mailing address for the State of New Jersey Department of Environmental Protection, Solid & Hazardous Waste Compliance & Enforcement, Mail Code 09-01A, P.O. Box 420, Trenton, NJ 08625-0420. Below the instructions, there is a table for entering attachment information with columns for Attachment Name, Description, File, and a Remove button. The table is currently empty. At the bottom of the page, there is a section titled 'Uploaded Attachments' which lists the files that have been uploaded, including Lease Agreement - ABC Company, Lease Agreement - XYZ Contract, Lease Certification - ABC Comp, Lease Certification - XYZ Comp, and Vehicle Registration & Encure. Each entry has a Remove button next to it. The page also includes a 'Continue' button at the bottom right.

At least one of the vehicles you have chosen to renew contains a lease. Therefore, the Lease Certification and Lease Agreement must be attached electronically to this submittal OR submitted to NJDEP by mail.

For mail submissions you must also include a copy of the SOLID AND HAZARDOUS WASTE VEHICLE RENEWAL SUMMARY which is provided at the completion of the online renewal. These documents should be mailed to the address below:

State of New Jersey Department of Environmental Protection  
Solid & Hazardous Waste Compliance & Enforcement  
Mail Code 09-01A  
P.O. Box 420,  
Trenton, NJ 08625-0420

\*Attachment Name: Description: \*File:

Allowed Attachment Types: xls,txt,doc,rtf,pdf,ppt,jpg,gif,png,tif

At least one of the vehicles you have chosen to renew contains a lease. Therefore, the Lease Certification and Lease Agreement must be attached electronically to this submittal OR submitted to NJDEP by mail.

For mail submissions you must also include a copy of the SOLID AND HAZARDOUS WASTE VEHICLE RENEWAL SUMMARY which is provided at the completion of the online renewal. These documents should be mailed to the address below:

State of New Jersey Department of Environmental Protection  
Solid & Hazardous Waste Compliance & Enforcement  
Mail Code 09-01A  
P.O. Box 420,  
Trenton, NJ 08625-0420

\*Attachment Name: Description: \*File:

\*Required

Uploaded Attachments

Attachment Name	Description	File	Remove
Lease Agreement - ABC Company		Lease Agreement - ABC Company.doc	<input type="button" value="X"/>
Lease Agreement - XYZ Contract		Lease Agreement - XYZ Contracting.doc	<input type="button" value="X"/>
Lease Certification - ABC Comp		Lease Certification - ABC Company.doc	<input type="button" value="X"/>
Lease Certification - XYZ Comp		Lease Certification - XYZ Contracting.doc	<input type="button" value="X"/>
Vehicle Registration & Encure		Lease Certification - XYZ Contracting.doc	<input type="button" value="X"/>

The next screen is used to certify your renewal form. **Enter** the PIN that was e-mailed to you when you initially set up a DEP Online account. If you lost this number you can request another PIN by clicking the button for **Forgot Certification PIN**. After entering the PIN **click** the **Certify** button.

The screenshot shows the NJDEP Online interface in a Windows Internet Explorer browser. The address bar shows the URL: [https://www11-stg.state.nj.us/DEP\\_RSP/Orchestrate.do](https://www11-stg.state.nj.us/DEP_RSP/Orchestrate.do). The page has a navigation bar with tabs: My Workspace, User Profile, Certifications, Payments, Documents and Forms, and Permit Folder. The Certifications tab is active. The page displays the user's name, Michael Gage (MICHAELGAGE), and the company name, RLK TRANSFER INC. The version is 4.9. The page title is "CERTIFICATION - SINGLE APPLICATION - INDIVIDUAL WITH DIRECT KNOWLEDGE". A table shows the application details: Service ID 32345, Submittal Type Solid and Hazardous Waste - Vehicle Registration Renewal - Solid/Hazardous Waste - Vehicle Registration Renewal, and Creation Date 08/31/2010. The page includes a "Please Note" section and a "Certification of the Individual With Direct Knowledge" section. The certification section contains a statement: "I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information." Below this statement are fields for "Name of Certifying Party" (Michael Gage), "User ID of Certifying Party" (MICHAELGAGE), and "\*Certification PIN:" (a masked field). A red arrow points to the "Name of Certifying Party" field, and another red arrow points to the "\*Certification PIN:" field. Below the PIN field is a note: "\* Required". At the bottom of the page are buttons: Certify, Forgot Certification PIN, Send Notifications, and Cancel. The taskbar at the bottom shows the Start button and several open applications: Inbox - Outlook Express, How To Manual - Renew ..., NJDEP Online - Windo..., New Jersey Environment..., Novell GroupWise - Mailbox, and Mail From: <PortalComm...>.

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357  
RLK TRANSFER INC Help | Logout

**CERTIFICATION - SINGLE APPLICATION - INDIVIDUAL WITH DIRECT KNOWLEDGE**

Service ID	Submittal Type	Creation Date	View
32345	Solid and Hazardous Waste - Vehicle Registration Renewal - Solid/Hazardous Waste - Vehicle Registration Renewal	08/31/2010	

**Certification of the Individual With Direct Knowledge**

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information."

**Name of Certifying Party:** Michael Gage

**User ID of Certifying Party:** MICHAELGAGE

**\*Certification PIN:** [masked] (Case-Sensitive)

\* Required

Certification of your PIN constitutes an electronic signature of this submittal in accordance with the aforementioned statement.

**Certify** **Forgot Certification PIN** **Send Notifications** **Cancel**

The next step is to pay for the requested decals. If the amount due is less than \$1,000 you will be able to by Credit Card, eCheck or have a bill sent to you. If the amount is greater than \$1,000 the credit card option is not available.

**PAYMENT SUMMARY**

**Charges**

ID	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
32345	205357	RLK TRANSFER INC	Solid and Hazardous Waste	Vehicle Registration Renewal	Solid/Hazardous Waste - Vehicle Registration Renewal	08/31/2010	\$1,560.00
<b>Total:</b>							<b>\$1,560.00</b>

Clicking a column title will sort the table by that column.

[Pay via eCheck](#) [Bill Me](#) [Return](#)

If you choose eCheck you will receive a message questioning if the monies are coming from an account outside the United States.

**MAKE PAYMENT - BY eCHECK**

In order to comply with new banking rules, please answer the following question:

Will the funds for the payment come from an account outside the United States (Yes/No)

☐ Yes ☒ No



Enter the required information associated with the eCheck and then **click Continue**. A payment summary will be displayed – if everything is correct **click Authorize Payment**.

The screenshots show the NJDEP Online portal interface. The first two screenshots are of the 'MAKE PAYMENT - BY eCHECK' screen. The first screenshot shows a question: 'Will the funds for the payment come from an account outside the United States (Yes/No)?' with radio buttons for 'Yes' and 'No'. The second screenshot shows the 'No' option selected. The third screenshot is the 'REVIEW PAYMENT INFORMATION' screen, which includes a 'Payment Summary' table and contact information.

**MAKE PAYMENT - BY eCHECK**

In order to comply with new banking rules, please answer the following question:

Will the funds for the payment come from an account outside the United States (Yes/No)?

☐ Yes ☒ No

**Total: \$1,560.00**

**Bank Routing No.\*:** 123456789

**Facility Name\*:** RLK Transfer

**Contact Name\*:** Michael Gage

**REVIEW PAYMENT INFORMATION**

In the event of an Authorization error, please select Payment Details from the Progress Indicator on the left to correct any errors.

**Payment Summary**

ID	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
32345	205357	RLK TRANSFER INC	Solid and Hazardous Waste	Vehicle Registration Renewal	Solid/Hazardous Waste - Vehicle Registration Renewal	08/31/2010	\$1,560.00
							<b>Total: \$1,560.00</b>

Clicking a column title will sort the table by that column.

**Payment Type**

**Bank Routing Number:** 031201360

**Account Number:** \*\*\*\*\*67890

**Account Type:** Checking

**Facility Name:** RLK Transfer Inc

**Contact Name:** Michael Gage

**Contact Phone #:** 6092921309

**Contact Email:** michael.gage@dep.state.nj.us

**Authorize Payment** **Cancel**

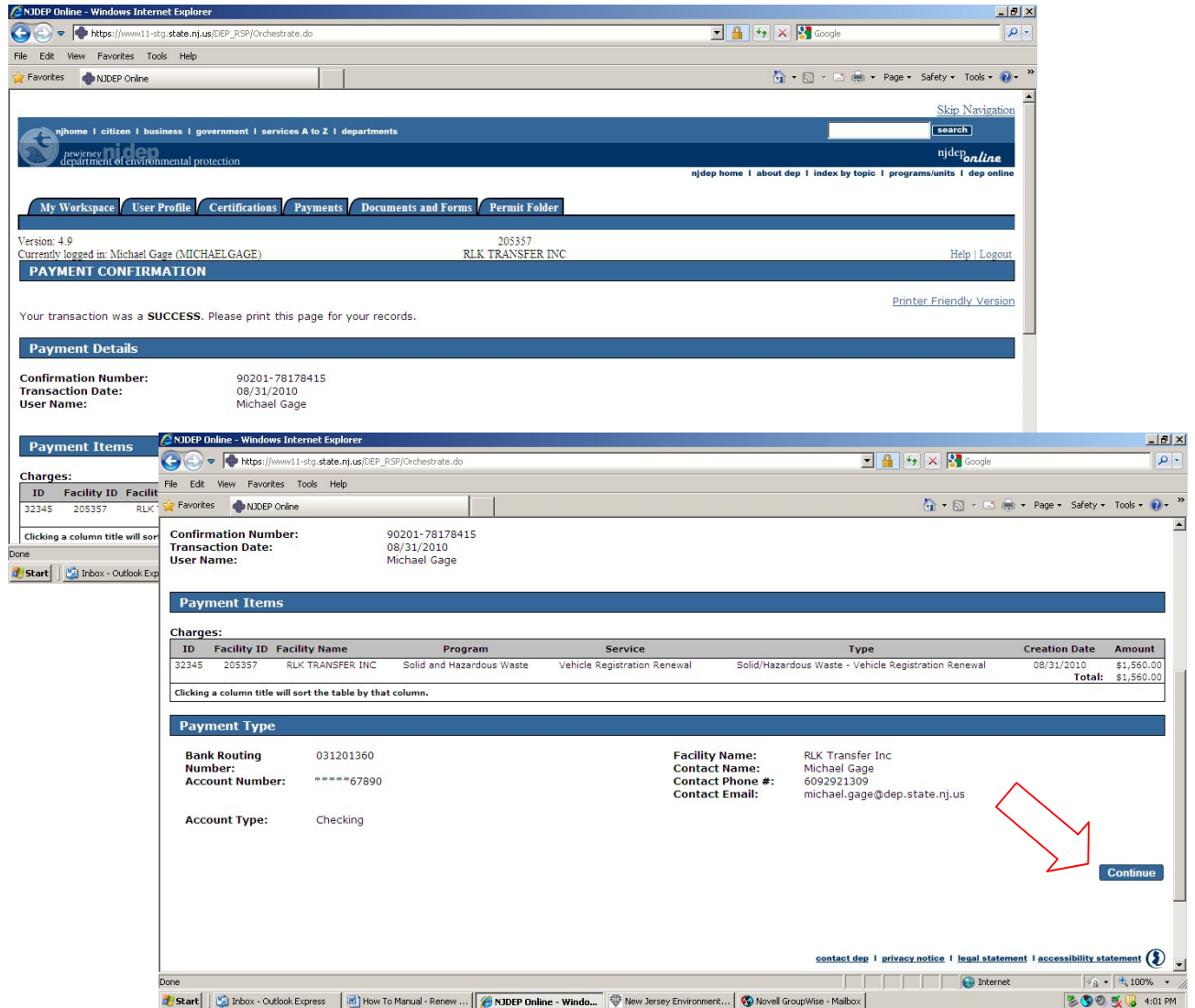
If there were errors you will receive a message stating “**The electronic check information entered failed validation. Please check your entries and retry.**” Should this occur click the button for Payment Details and correct as needed.

The first screenshot shows the NJDEP Online interface in Internet Explorer. The user is logged in as Michael Gage (MICHAELGAGE) for RLK TRANSFER INC. The left sidebar shows a navigation menu with 'Payment Details' highlighted. The main content area is titled 'REVIEW PAYMENT INFORMATION' and displays a message: 'The electronic check information entered failed validation. Please check your entries and retry.' Below this is a 'Payment Summary' table with columns: ID, Facility ID, Facility Name, Program, Service, Type, Creation Date, and Amount. The table contains one row for a vehicle registration renewal on 08/31/2010 for \$1,560.00, with a total of \$1,560.00.

The second screenshot shows the 'MAKE PAYMENT - BY eCHECK' screen. It asks the user: 'Will the funds for the payment come from an account outside the United States (Yes/No)?' with radio buttons for 'Yes' and 'No'. The total amount is \$1,560.00. The left sidebar shows 'Payment Details' highlighted.

The third screenshot shows the same 'MAKE PAYMENT - BY eCHECK' screen with a red arrow pointing to the 'Continue' button. The form includes fields for Bank Routing No. (031201360), Account Number (1234567890), Account Type (Checking), Name on Account (Michael Gage), Facility Name (RLK Transfer Inc), Contact Name (Michael Gage), Contact Phone No. (6092921309), and Contact E-Mail (michael.gage@dep.state.nj.us).

If the payment was successful you will receive a confirmation screen as shown below.  
**Click Continue.** (The payment will be processed through PayPal and appear on your credit card statement will read "stateofnewjersey".)



The screenshot shows the NJDEP Online payment confirmation screen in a Windows Internet Explorer browser. The page displays the NJDEP logo and navigation links. The user is logged in as Michael Gage (MICHAELGAGE) with the user ID 205357. The transaction is confirmed as a success for RLK TRANSFER INC. The payment details show a confirmation number of 90201-78178415, a transaction date of 08/31/2010, and a user name of Michael Gage. The payment items table lists a single charge for Solid and Hazardous Waste Vehicle Registration Renewal, with a total amount of \$1,560.00. The payment type section shows the bank routing number 031201360, account number \*\*\*\*\*67890, and account type Checking. The facility name is RLK Transfer Inc, contact name is Michael Gage, contact phone is 6092921309, and contact email is michael.gage@dep.state.nj.us. A red arrow points to the 'Continue' button at the bottom right of the page.

**Payment Confirmation**

Your transaction was a **SUCCESS**. Please print this page for your records.

**Payment Details**

Confirmation Number: 90201-78178415  
Transaction Date: 08/31/2010  
User Name: Michael Gage

**Payment Items**

Charges:

ID	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
32345	205357	RLK TRANSFER INC	Solid and Hazardous Waste	Vehicle Registration Renewal	Solid/Hazardous Waste - Vehicle Registration Renewal	08/31/2010	\$1,560.00
<b>Total:</b>							<b>\$1,560.00</b>

Clicking a column title will sort the table by that column.

**Payment Type**

Bank Routing Number: 031201360  
Account Number: \*\*\*\*\*67890  
Account Type: Checking

Facility Name: RLK Transfer Inc  
Contact Name: Michael Gage  
Contact Phone #: 6092921309  
Contact Email: michael.gage@dep.state.nj.us

**Continue**

You will then receive a summary screen showing the facility profile information, contacts added, containers added or removed, equipment renewed, additional locations where vehicles are stored overnight, who certified the renewal and the payment information.

**Print** this information out for your records. **Click** the button for “**Return to Workspace.**”

**NJDEP Online - Windows Internet Explorer**

https://www11-stg.state.nj.us/DEP\_RSP/Orchestrate.do

File Edit View Favorites Tools Help

Search Navigation

home | citizen | business | government | services A to Z | departments

njdep online

My Workspace User Profile Certifications Payments Documents and Forms Permit Folder

Version: 4.9  
Currently logged in: Michael Gage (MICHAELGAGE) 205357  
RLK TRANSFER INC Help | Logout

**SOLID AND HAZARDOUS WASTE VEHICLE RENEWAL SUMMARY**

Printer Friendly Version

**Facility Profile**

Facility ID: 205357  
Facility Name: RLK TRANSFER INC  
County:   
Facility Location:   
Mailing Address:   
Contacts Added:   
Name:   
Title:   
Contact Type:   
Start Inbox - Outlook Exp

**Specific Registration Information**

Service ID: 32345  
Number of Containers to be Removed: 0  
Number of Containers to be Added: 5  
Total Number of Containers Renewed: 5

**Fleet Information - Equipment Renewed**

first prev 1 2 3 next last

VIN #	License #	State	Vehicle Type
1FUYSS280YLA88762	P0N6578	OH	Cab
1XP5DB9X2UN437948	AE64360	PA	Cab
1XP5DB9X3XN468029	AE60070	PA	Cab
1XP5DB9X94D821220	AF55491	PA	Cab

**Application Specific Information - Overnight Address Where Vehicle Can Be Inspected**

If blank, the vehicle(s) can be inspected at the Facility Profile Address.

**Certification**

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information.

Michael Gage  
Individual With Direct Knowledge  
08/31/2010  
Date

**Payment**

ID	Name	Program	Service	Type	Creation Date	Bill Amount
32345	RLK TRANSFER INC	Solid and Hazardous Waste	Vehicle Registration Renewal	Solid/Hazardous Waste - Vehicle Registration Renewal	08/31/2010	\$1,560.00
						<b>Total: \$1,560.00</b>

Total: \$1,560.00  
Payment Status: Paid  
Payment Date: 08/31/2010  
Receipt Identification Number: 90201-78178415

**Return to Workspace**



Click the button for Logout. Your transporter registration renewal is now complete!

